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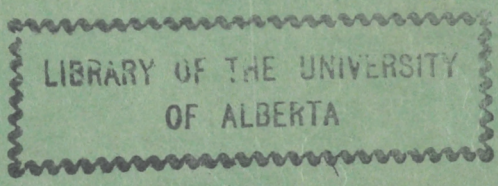


FIRST ANNUAL REPORT
OF THE

ONE WEEK LOAN

EASTERN ROCKIES FOREST
CONSERVATION BOARD

FISCAL YEAR GENERAL SCIENCE
1947 - 48



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CALGARY, ALBERTA
31st MARCH, 1948

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FIRST ANNUAL REPORT
OF THE

EASTERN ROCKIES FOREST CONSERVATION BOARD

FISCAL YEAR

1947 - 48

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APPENDIX A - BY-LAWS OF THE BOARD

CALGARY, ALBERTA

31st MARCH 1948

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Your obedient servant,

Howard Kennedy,
Chairman.

Calgary, Alberta,
14th June, 1948.

* * * *

EASTERN ROCKIES FOREST CONSERVATION BOARD

To

The Honourable James A. MacKinnon,
Minister of Mines and Resources,
OTTAWA, ONTARIO.

and

The Honourable Nathan E. Tanner,
Minister of Lands and Mines,
EDMONTON, ALBERTA.

Sirs:

I have the honour to submit herewith
the first Annual Report of the Eastern Rockies Forest
Conservation Board for the fiscal period ending 31st
March 1948, pursuant to the provisions of the Eastern
Rocky Mountain Forest Conservation Act. I am

Your obedient servant,

Howard Kennedy,
Chairman.

Calgary, Alberta,
14th June, 1948.

PRELIMINARY ORGANIZATION**P E R S O N N E L**

Howard Kennedy, C.B.E., M.C., B.Sc. Chairman of the Board

J. M. Wardle, C.B.E., B.Sc. Dominion Member of the Board

H. G. Jensen, LL.B. Alberta Member of the Board

J. D. Middlemass, B.Sc., E.D. Secretary

E. S. Fellows, M.Sc.F. Chief Forester

C. M. Walker, B.A.Sc., D.L.S., A.L.S. Chief Engineer

PRELIMINARY ORGANIZATION

Following assent given on 17th July 1947 to the passage of the Eastern Rocky Mountain Forest Conservation Act in the House of Commons in Ottawa, preparations were made forthwith by the appointed Chairman, Major-General Howard Kennedy, to initiate the work of the formally constituted Eastern Rockies Forest Conservation Board. An inspection trip was made by him to Alberta in August 1947, to meet representatives of the Alberta Provincial Government, and to become acquainted with the area under the Board's jurisdiction. As a result of this trip, it was decided to establish the Board's office in Calgary.

Office space was located in the Calgary Public Building and the Board desires to express its appreciation to officials of the Dominion Forest Service and The Dominion Public Works Department in Calgary for their invaluable help in the early stages of the Board's development. The Dominion Forest Service provided temporary office accommodation.

The appointment of Mr. H. G. Jensen of Calgary,

as Provincial Member of the Board, was made on 26th August 1947. The appointment of Mr. J. M. Wardle of Ottawa, as Dominion Member of the Board, was made on 23rd October 1947.

The appointment of a Secretary having been approved, Mr. J. D. Middlemass of Calgary was selected to fill the position and assumed duties on 1st October 1947.

Acting in a temporary capacity, Mr. E. S. Davison of Toronto assumed duties as Chief Forester on 16th October 1947, being replaced by Mr. E. S. Fellows of Ottawa, who assumed these duties on 16th March 1948.

Mr. C. M. Walker of Banff was selected to fill the position of Chief Engineer, commencing in April 1948.

A visit was paid during November by Mr. R. P. Egerton, the Board's financial advisor, to discuss financial aspects of the agreement with Alberta Provincial officials and to formulate an approved accounting procedure.

The initial meeting of the Board was held in Calgary on 2nd October, at which the By-laws of the Board were drawn up and adopted. These appear as Appendix A to this Report. Formal transactions of the Board were initiated at this meeting and regular monthly meetings of the Board, six in number, were held throughout the balance of the fiscal year, duly recorded Minutes of each meeting being kept. The Minutes were transmitted regularly to the Minister of Mines and Resources through the Deputy Minister of that Department, and to the Minister of Lands and Mines in Edmonton.

Formal ratification of the Agreement bringing the Eastern Rockies Forest Conservation Board into being was made in the Alberta Legislature on 31st March 1948 and the effective date of the said Agreement was fixed as 1st April 1948.

THE STATUS AND OPERATIONS OF THE BOARD

A meeting was convened in Ottawa by the Chairman of the Board on 16th October 1947, attended by Treasury officials of the Department of Mines and Resources, the Alberta Provincial Department of Lands and Mines, and the Secretary of the Board, for the purpose of working out a plan by which the Dominion and Provincial Departments in conjunction with the Board could develop an integrated mode of operation in conformity with the provisions of the Eastern Rocky Mountain Forest Conservation Act. These matters hinged largely on systems of administrative, organizational and accounting procedure.

The status of the Board was ruled by the Dominion Department of Justice to be that of an independent authority established pursuant to agreement between the Dominion and Alberta Provincial Governments. It had been hoped that employees of the Board might come under the provisions of the Dominion Civil Servants Superannuation Act, but this decision ruled out that hope. This affected, to some extent, the terms of ser-

vice of Board employees whose salary scales were drawn up in conformity with rates established by the Civil Service Commission.

Banking procedure was initiated by the Board opening up an account with a chartered bank in Calgary, to which funds were remitted by the Treasury Officer of the Department of Mines and Resources from the funds made available to him by regular vote. These funds, totalling \$60,000.00 for the fiscal year, were used to meet all expenses of the Board, including the salary and expenses of the Chairman. It is to be noted that a sum of \$48,304.51 was so expended, leaving an unexpended balance of \$11,695.49 at the close of the fiscal year.

Payment of salaries of the staff and other expenses was effected from the Board's bank account, cheques being signed by any one Member of the Board together with the Secretary. Purchasing procedure was developed which allowed the Board to take advantage of requisition and settlement through recognized Government Departments, such as the King's Printer, as well as direct purchases from local sources, mainly on a competi-

tive basis, where such procedure was deemed advisable. Main items of purchase included stationery, office furniture and equipment, passenger cars and light trucks, survey and camp equipment.

The necessity of co-operative effort was early recognized, and a meeting convened in Calgary on 12th November 1947 was attended by representatives of the Dominion Forest Service, the National Parks Service, the Alberta Departments of Lands and Mines and Municipal Affairs, the British Columbia Department of Lands and Forests, as well as the Board, to work out joint plans to improve fire protection measures. Reciprocal arrangements based on a "good neighbour" policy were worked out, and a committee was set up to study the matter of standardizing fire fighters' wages in the Board's area of jurisdiction and adjacent zones. Another committee was set up to study the matter of adopting uniforms for Forest Rangers in the Board's area of jurisdiction.

The implementation of the policies framed by the Board devolves, in large measure, by agreement, on

personnel of the Alberta Forest Service, with whom most cordial relations have been established. A splendid nucleus of trained forest personnel exists and it is hoped that their number will expand as development proceeds.

Weather and road conditions imposed limitations on travel in the Board's area, but inspection trips were made by Board Members in the fall and early winter. A program of taking inventory of equipment on the Reserves was initiated by Mr. E. S. Davison and continued by Mr. E. S. Fellows in conjunction with the superintendents of the Reserves, as the basis of the valuation necessary at the start of the 25-year Agreement covered in the Eastern Rocky Mountain Forest Conservation Act. This program was a useful means of acquainting the Board staff with Ranger personnel of the Alberta Forest Service.

Realizing the importance of obtaining a forest inventory of the Board's area, arrangements were made by the Chairman shortly after passage of the Eastern Rocky Mountain Forest Conservation Act for a program of aerial

survey to be carried out by the R.C.A.F. This was put in hand at once and good progress was made in obtaining photographs with which to obtain a survey of forest cover in the Board's area.

The expenditure of money at the Board's disposal was a priority task. It developed that funds earmarked for capital expenditure would require to be channelled largely into road construction projects, some building commitments, including a headquarters building for the Crowsnest Reserve, and miscellaneous equipment which would enable road development and maintenance to be carried out, and also some additional fire fighting equipment. From the funds earmarked for maintenance and contributed jointly by the Dominion and Alberta Provincial Governments, estimates had to be worked out to provide for the routine operation and maintenance of the Reserves and also to allow for operation of the Board and its staff.

Estimates of work and equipment deemed necessary by the Alberta Forest Service were prepared, discussed in detail with personnel of that Branch, and approval was given by the Board of expenditures to be

THE PROGRAM OF THE BOARD

Shortly after the Board had begun to function it became clear that the framing of estimates to cover the expenditure of money at the Board's disposal was a priority task. It developed that funds earmarked for Capital expenditure would require to be channelled largely into road construction projects, some building commitments, including a headquarters building for the Crowsnest Reserve, and miscellaneous equipment which would enable road development and maintenance to be carried out, and also some additional fire fighting equipment. From the funds earmarked for maintenance and contributed jointly by the Dominion and Alberta Provincial Governments, estimates had to be worked out to provide for the routine operation and maintenance of the Reserves and also to allow for operation of the Board and its staff.

Estimates of work and equipment deemed necessary by the Alberta Forest Service were prepared, discussed in detail with personnel of that Branch, and approval was given by the Board of expenditures to be

made to implement the program formulated. The sums involved are reflected in the Statutory Vote of \$1,050,000.00 for Capital Expenditure and Vote 172 for \$175,000.00, being the Dominion contribution towards annual maintenance to which the Province of Alberta makes an additional contribution of \$125,000.00 to give a total maintenance fund of \$300,000.00 for the forthcoming year's operations.

The Board is keenly aware of its responsibility in drawing up plans for the development of the area under its control, in order to retain a proper balance between Capital expenditures on projects which will not overtax the Maintenance estimates in subsequent years.

In the limited time available in the 1947-48 fiscal year, arrangements were made by the Board to initiate a road survey program. Survey and camp equipment, together with the necessary transport, were secured prior to 31st March 1948 from funds available, and this will allow an early start on a program which is a necessary preliminary to any program of road construction.

Efforts to expedite delivery of equipment for

use in the Reserves have met with some degree of success, and there is every indication that a worthwhile program will be achieved.

In the field of Forestry, work is expected to centre largely on forest inventory surveys, research on grazing control, visibility mapping, radio communication survey, forest regeneration surveys, and work of a kindred nature.

Public relations have not been neglected, and Members of the Board and its staff have been called on to give addresses on aspects of the Board's work to various interested groups. Pamphlets are in course of preparation, with films and other forms of publicity being studied.

Total

\$ 48,304.51

Calgary, Alberta
31st March 1948

FINANCIAL STATEMENTFiscal period ending 31st March 1948Expenditures

Salaries and Wages (including Consultants)	\$15,851.37
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Travelling Expenses	4,767.58
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Equipment and Supplies (including Automobiles and automobile Expenses)	24,323.99
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Workmen's Compensation and Unemployment Insurance	2,507.69
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Miscellaneous	853.88
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Total	\$ 48,304.51
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Calgary, Alberta
31st March 1948

APPENDIX ABY-LAWS OF THE BOARD

BY-LAWS OF THE EASTERN ROCKIES FOREST
CONSERVATION BOARD ACCORDING TO ITEM 6 OF SECTION 1 OF
THE MEMORANDUM OF AGREEMENT, ENTERED INTO ON THE 19TH
DAY OF JUNE 1947 BY THE DOMINION OF CANADA AND THE
PROVINCE OF ALBERTA, AND SUBSEQUENTLY APPROVED BY THE
PARLIAMENT OF CANADA AND THE LEGISLATURE OF THE
PROVINCE OF ALBERTA.

Main Office:

The main office of the Eastern Rockies Forest
Conservation Board will be in the City of Calgary,
Alberta, at such place as the Members of the Board may
decide.

Chairman's Office:

The Office of the Chairman may be in the City
of Ottawa at such place as the Minister of Mines and
Resources shall decide.

Members:

The Board shall consist of three Members, two

of whom, including the Chairman, will represent the Dominion of Canada, and alternates for these Members shall be appointed by the Governor in Council. One Member and alternate representing the Province of Alberta shall be appointed by the Lieutenant Governor of that Province.

Officers:

(a) The appointment of the Chairman and two Members of the Board, together with alternates for all three has been provided for in the above mentioned Agreement between the Government of Canada and the Province of Alberta.

(b) In the absence of the Chairman from the meetings of the Board, the other Member of the Board representing the Government of Canada shall serve as Deputy Chairman.

(c) A Secretary and sufficient staff shall be engaged by the Board.

Duties:

1. Members:

(a) The Chairman shall supervise the general

activities of the Board; preside at all meetings; proclaim results as to votes and resolutions, and in case of equality of votes, shall cast the deciding vote. He shall report the activities of the Board to the Minister of Mines and Resources of the Government of Canada and to the Minister of Lands and Mines of the Province of Alberta.

(b) In the absence of the Chairman, the Deputy Chairman has the same rights and prerogatives as the Chairman.

(c) The members shall attend meetings with all the attention required and decide upon policy to be carried out by the staff. They shall also follow the progress of work on the various projects undertaken and take all measures necessary to ensure that such progress is satisfactory and that waste of effort and money is avoided.

(d) They shall cause an Annual Report to be prepared at the earliest date feasible following the close of the fiscal year on 31st March of each year,

which report will carry an audited statement of moneys spent and progress made on the various projects undertaken.

2. Secretary and Office Manager:

The Secretary shall take the Minutes of all meetings held by the Board, keep all its records and correspondence and, upon request of the Members, render accounts of moneys received and expended. He shall serve as General Office Manager in charge of administration.

3. There shall be a Chief Forester and a Chief Engineer, each with adequate technical staff and both of whom shall be responsible to the Board. Their stenographic and clerical needs will be supplied by the Secretary and Office Manager. If the Board so desires, the services of other technical experts may be engaged.

Meetings:

(a) Meetings will normally be held in the Board Room at the Main Office in Calgary, and as far as

possible, during official working hours. Meetings may be held elsewhere in Canada, if so decided by the Board.

(b) Meetings will normally be held on the second Tuesday in each month, but by agreement of the Members may be held on other dates.

(c) Any two Members may call a special meeting at any time, upon advising the Main Office and producing a summary of the questions to be discussed.

(d) Two Members will constitute a quorum at regular meetings, but all three Members must be present or represented at special meetings.

(e) The Board may admit to its deliberations (at meetings) any person thought desirable; such persons will have, while attending the meeting, the rights and privileges of any Member, except that they may not vote.

(f) All official resolutions and recommendations of the Board must be approved and adopted by a majority of the Members present before action is taken toward their implementation.

Date Due

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AUG 13 RETURN

CIRC AP 30 '75

JUL 21	RETURN
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DUE CAM JUL 28 '84

JUL 28 RETURN

FEB 10 RETURN

DEC 06 RETURN

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